



An agency of the Centre Region Council of Governments  
*Serving the Borough of State College and the Townships of College, Ferguson, Harris and Patton*

**Meeting Agenda**  
for Thursday, 21 Jan 2016, 12:15 PM  
at Centre Region COG Building – Forum Room

Sue Mascolo, Chair, Township of Ferguson Chris M. Hurley, Vice-Chair, Township of Patton Kathy D. Matason, Secretary, Township of College	Diane J. Ishler, Treasurer & Asst. Sec., Twp. of Harris Jim W. Dunn, Ph.D., Borough of State College Shannon E. Messick, SCASD
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- I. CALL TO ORDER
- II. COMMENTS FROM THE PUBLIC for any item not on the agenda (up to 3 min./person)
- III. 2016 BOARD REORGANIZATION

**A. Election of Officers (ACTION)**

The following slate of Board Officers have served in 2015:

Sue Mascolo, Chair	Chris M. Hurley, Vice-Chair
Kathy D. Matason, Secretary	Diane J. Ishler, Treasurer

The 2016 Officers will serve until the Election of Officers in January 2017.

If desired, the Director may be appointed to serve as Chair Pro Tem to conduct the election.

**B. Board Meeting Dates (ACTION)**

The Board should take action to set the official meeting dates through January 2017.

**1. JOINT MEETINGS** with the COG Parks Capital Committee on the 2nd Thursday of each month in the COG Bldg. Forum Room at 12:15 PM:

Feb. 11	Jun. 9	Oct. 13
Mar. 10	Jul. 14	Nov. 10
Apr. 14	Aug. 11	Dec. 8
May 12	Sep. 8	Jan 12, 2017

**2. REGULAR MEETINGS** on the 3rd Thursday of each month at 12:15 PM:

- Feb. 18, Mar. 17, Apr. 21, May 19, Jun 16: COG Bldg. Forum Room
- Jul. 21: Centre Region Senior Center, Nittany Mall
- Aug. 18: Millbrook Marsh Nature Center
- Sep. 15, Oct. 20, Nov. 17, Dec. 15: COG Bldg. Forum Room
- Jan. 19, 2017: COG Bldg. Forum Room

IV. APPROVAL OF MEETING SUMMARIES (Attachment #1 A/B) (ACTIONS)

- A. The draft meeting summary from the Regular Meeting on Th., 17 Dec 2015.
- B. The draft meeting summary from the Special Meeting on Fr., 8 Jan 2016.

V. VOUCHER REPORTS from December 2015 (Attachment #2) (ACTION)

Following up on a request from a prior meeting, the detailed Finance Report for 2015 is currently being compiled by the COG Finance Office and the Auditors. Upon completion, Mr. Viglione will present the report to the Board.

VI. BOARD MEMBER ITEMS & UPDATES

Ferguson Twp.	Harris Twp.	College Twp.
Patton Twp.	State College Borough	State College Area School District

VII. STAFF REPORTS

A. Director Reports

- 1. Staff Activity Report for December (Attachment #3)
- 2. 2015 Parks & Program Report & 2015 Highlights (distributed for the Jan. 14 meeting)
- 3. 2016 Tournament Schedule (draft), as coordinated by Mr. Hall (Attachment #4)
- 4. Welch Pool Updates c/o Todd Roth: Climbing wall addition; patron parking plans (2016)
- 5. [www.CRPR.org](http://www.CRPR.org) - Updated website to be launched this spring.

B. Staff Highlights

Mr. Jim Carpenter, Parks Mgr.	Ms. Cindy Stahlman, Sr. Center Sup.
Ms. Niki Tourscher, Program Mgr.	Ms. Melissa Freed, Nature Center Sup.
Mr. Jeff Hall, Sports Sup.	Mr. Todd Roth, Aquatics Sup.
Ms. Beth Lee, Rec. Sup.	

VIII. DISCUSSION AND ACTION ITEMS

A. The Proposed 2016 CRPR Work Plan (Attachment #5)

The draft 2016 Work Plan was also distributed for the 14 Jan 2016 Joint Meeting, noting that the Board will be asked to endorse the plan at the Regular Meeting on 18 Feb. Board member and municipal committee suggestions are welcome with respect the proposed Work Plan.

B. Park & Swimming Pool Concession Licenses – Report on 2015 and plan for 2016

Ms. Tourscher will distribute and review a report on the 2015 Concession Licenses authorized by the Board:

- Vending machine concessions at 4 sites (Hess, Oak Hall, Welch Pool, Park Forest Pool)
- Food service concession at 2 sites (Hess and Oak Hall)
- Novelty item concession service (water ice) at up to 4 sites
- Event t-Shirt concession services for softball tournaments

As staff prepares the 2016 RFP for the various concessionaires, Ms. Tourscher will outline and seek Board input on (1) the proposed priorities and (2) the publicity plan to obtain applications from more vendors.

Proposed 2016 Priorities:

- That the concession room in the Oak Hall Reg. Park building be actively utilized by the food vendor.
- To continue the Board’s ongoing interest to add food services at the pools.

**C. Senior Center Renovations**

Staff will update the Board on the process to authorize the proposed renovations for the larger, long-term home of the Centre Region Senior Center at the Nittany Mall. Consideration of the necessary funding guarantees by the municipalities will be considered by the COG General Forum on Monday evening, 25 Jan 2016.

**D. Grant Application for Millbrook Marsh Nature Center**

**(ACTION)**

The PA Dept. of Conservation and Natural Resources will accept through 13 April 2016 “matching grant” applications for community parks and recreation projects. Does the Board wish to consider preparing a grant application to construct in 2017 the Phase 2 addition to the Spring Creek Education Building?

The preliminary cost is expected to be in the \$400,000-\$500,000 range, pending an update of those figures by APArchitects, who designed the Phase 1 building. The foundation for the addition was constructed during the Phase 1 project.

It is proposed that the state grant (if approved and announced in fall 2016) would be matched with targeted donations from a fundraising campaign to be mounted for that project; no municipal funding would be planned. This discussion relates directly to the Board’s priorities for staff efforts with respect to all planned capital projects and fundraising initiatives, including the Regional Parks, the Senior Center and the Nature Center.

If the Board wishes to continue consideration of a grant application, a proposal from APArchitects will be presented at the Feb. Board meeting to assist with preparing the necessary project costs. At the Feb. Board meeting the Board would decide whether to prepare the grant application documents for the grant application deadline on 13 April. The possible motion below is not intended to authorize the grant application; it directs staff to compile the necessary information for Board consideration:

*“To authorize staff to compile and present the necessary cost estimates that will allow for future Board action on a possible grant application for the Phase 2 addition to the Spring Creek Education Building.”*

**E. Fundraising Feasibility Study**

At the December 17<sup>th</sup> Board meeting, two proposals were presented to begin one of the final 2015 work objectives: to initiate a Fundraising Feasibility Study to identify the strategies and build a framework for the upcoming major campaigns for the Phase 2 projects at the Regional Parks and at the nature center. This study project was expanded to initially plan a fundraising campaign for the renovations at the “Centre Region Active Adult Center” (with an estimated goal of \$100,000). Two firms submitted proposals, which were tabled by the Board pending further research and discussion:

- Affinity Connection Inc., State College, PA
- EFR Fundraising Consulting Services Inc., DuBois, PA

The Board is asked to confirm if these proposals should remain tabled or be restructured for new quotes action.

**F. Agency Director Transition – 2016**

As a result of the scheduled retirement of current Director on 31 Aug 2016, COG Executive Director Jim Steff has asked that this topic remain on each monthly agenda so that updates can be provided to the Board as needed.

<p><b>ATTACHMENTS</b></p> <ul style="list-style-type: none"> <li>1A Dec. 17 Mtg. Summary</li> <li>1B Jan. 8 Special Mtg. Summary</li> <li>2 Voucher Report</li> <li>3 Staff Activity Report – Dec. 2015</li> <li>4 2016 Tournament Fee Revisions</li> <li>5 2016 CRPR Work Plan (proposed)</li> </ul>	<p><b>FUTURE MEETING SCHEDULE</b> (Pending Board confirmation)</p> <ul style="list-style-type: none"> <li>• COG General Forum – Mon., 25 Jan 2016, 7:30 PM in the COG Bldg.</li> <li>• Joint Meeting - the COG Parks Capital Comm. &amp; CRPR Auth. Board: Thur., 11 Feb 2016, 12:15 PM at the COG Bldg.</li> <li>• Regular Meeting of the CRPR Authority Board: Thur., 18 Feb 2016, 12:15 PM at the COG Bldg.</li> </ul>
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**At the Board meeting on 18 Feb 2016**, we will open the meeting by recognizing Mrs. June Brown, who has decided to not return as the CRPR Arts and Crafts Coordinator (Summer Camps) after 60 summers of service. Mrs. Brown began work in Summer 1956 for the supervised playgrounds offered by the State College Park & Recreation Board, operated by State College Borough and State College Area School District. (The CRPR Agency was formed in 1966.)